



Bustins Island Village Corporation

Established 1913

MINUTES
Meeting of the Board of Overseers
June 15, 2024 @ 10:00AM
Community House & Via Zoom

In Attendance:

Overseers: Mandy Meyer, Chris Zook, Craig Allard (via Zoom), Bob Canu, Ali Bushman

Phil Taisey (CEO & Island Superintendent), Ken Barrows (Island Administrator), Emma Bushman (Secretary), David Garfield, Matthew Rowe, Jayne Rowe, and Jane Packer

Absent:

Jason Sweatt (Due to scheduling conflict)

I. Acceptance of Minutes of May 8, 2024 meeting

A. Motion to accept the May 8, 2024 meeting minutes

- 1. Mandy Meyer - Yes*
- 2. Ali Bushman - Yes*
- 3. Craig Allard - Yes*
- 4. Bob Canu - Yes*
- 5. Chris Zook - Yes*

B. May 8, 2024 meeting minutes are approved

II. Treasurer's Report Review, Vote Register Report

A. Register Report:

1. Charges for ferry merch from Expose Design
 - a) Need to keep track of merchandise revenues vs. expenses this year
2. Processed final motor payment to Brewers
3. *Motion to approve the Register Report as of 6/15/24 in the amount of \$40,042.47*
 - a) Mandy Meyer - Yes*
 - b) Ali Bushman - Yes*
 - c) Craig Allard - Yes*
 - d) Bob Canu - Yes*
 - e) Chris Zook - Yes*

Bustins Island Village Corporation

4. Register Report as of 6/15/24 in the amount of \$40,042.47 is approved

B. Treasurer's Report:

1. Audit has been completed by RHR Smith & Company
2. Jason is working on the budget for 2025
3. Have received \$6,576.99 refund from Milton CAT
 - a) Accidentally overcharged for new engine
 - b) Still waiting on grant payment from state of Maine
4. Balance of all accounts (including restricted) is \$539,577.56
5. One MM reserve fund in the amount of \$4,490.81 – looking to move into a different reserve account and then close it
 - a) No difference in interest rates, makes more sense to consolidate

III. **Old Business**

A. Erosion - Road to Steamer Dock

1. Phil has been taking steps to shore up the bank in the short-term
2. Discussion regarding next steps and options for remediation
3. Phil will begin reaching out to gather bids
4. Will discuss further action after getting a professional opinion

B. Archive Documents and Cave Update

1. Now looking to be out of storage unit by the end of July rather than June
2. Need extra time to remove file cabinets (extremely heavy)
 - a) May need to pay to have them hauled away due to diminished demand
3. Majority of files are boxed and labeled, will need to tape boxes according to scanning company specifications before shipping
4. Randall Wade is continuing to work on anything of historical value
5. Will be saving two two-drawer fireproof file cabinets for the BIVC office to hold any remaining paper files

C. Moorings & Bustins Harbor

1. Big sailboat is in the water
2. Need to determine...
 - a) If moorings need to be registered/renewed on a yearly basis
 - b) If you need to have the Harbor Master approve the placement of your mooring
3. May require a bylaw amendment to clarify these policies
4. Will discuss further after speaking with Andy Spalding

D. Voter Registration Process 2024 - Mandy

1. Will confirm with Jason Sweatt that the new form is working

Bustins Island Village Corporation

E. CEO & Alt CEO/LPI Oath and docs

1. Phil and Barbara spoke regarding the transition
2. Barbara is looking to renew license for the next six years to serve as alternate
3. Looking to have Phil be the primary point of contact

F. New Fire Hoses - Safety Committee - future budget/expense

1. *Motion to approve purchase of two 200 feet 800 PSI fire hoses at a cost of approximately \$2,500 each*
 - a) *Mandy Meyer - Yes*
 - b) *Ali Bushman - Yes*
 - c) *Craig Allard - Yes*
 - d) *Bob Canu - Yes*
 - e) *Chris Zook - Yes*
2. *Motion to approve purchase of two 200 feet 800 PSI fire hoses at a cost of approximately \$2,500 each is passed*

IV. New Business

A. 2024 Annual Meeting Warrant and Initial Prep

1. Mandy sent out the framework for the 2024 Annual Meeting Warrant
2. Only need to elect one overseer this year
3. Would take vote of $\frac{2}{3}$ BIVC body to elect Mandy for a third term

B. Alcohol Request

1. *Motion to allow the request for alcohol at the Historical Society opening and Library Book Club Gathering*
 - a) *Mandy Meyer - Yes*
 - b) *Ali Bushman - Yes*
 - c) *Craig Allard - Yes*
 - d) *Bob Canu - Yes*
 - e) *Chris Zook - Yes*
2. *Motion to allow the request for alcohol at the Historical Society opening and Library Book Club Gathering is passed*

V. Island Administrator Report

A. Monthly Admin Task List

1. <https://docs.google.com/spreadsheets/d/1Qm8ZplEkMGSOprUn3gTriJH6nD8bNMdT/edit#gid=239883277>

B. Drinking Water

1. Looking to have the store well operate 24/7 (for under six months of the year)
2. Ken is waiting to hear back from state of Maine on this

Bustins Island Village Corporation

3. Need update Water Commissioner on website, no longer Crawford Taisey

a) Phil will now be responsible

C. Starlink/WiFi Update

1. Up and working great!

D. New Chipping Day Date, Brush Pick up season 2024

1. Chipping Day: July 31, 2024

2. Deadline to submit forms: June 30, 2024

3. Still looking to figure out details for brush pickup

a) Ken and Phil will come back with a recommendation for how to handle

E. Vinal Energy Docking

1. Discussion regarding Vinal Energy docking at the Public Float

VI. Appointed Officials, Employee & Committee Reports

A. Superintendent's Report - Phil

1. Everything running smoothly

2. Will continue to work on roads

B. Boat Advisory Committee

C. Brewer Cottage Advisor

D. By-laws Review Committee

E. Code Enforcement Officer

F. Harbormaster

G. Landscape Committee

H. Planning Board

I. Public Safety Committee

J. Water Commissioner

K. Webmaster

L. Zoning Board of Appeals

VII. Correspondence of Note

VIII. Running Action Items Review

IX. Public Comment

A. Question from David Garfield regarding erosion road closures

B. Question from David Garfield regarding July 20th, 2024 meeting

C. Question from David Garfield regarding Google Drive

D. Question from David Garfield regarding voter registration

E. Question from David Garfield regarding board member term limits

F. Comment from David Garfield regarding island wells

G. Comment from David Garfield regarding chipping/removal on island

Bustins Island Village Corporation

- H. Comments/feedback from David Garfield regarding the new website
- I. Comment from Jayne Rowe regarding the voter registration form
- J. Comment from Jane Packer regarding large trucks on the island & erosion impact

X. Next Meeting Saturday, July 6th - Community House & Via Zoom

XI. Executive Session

A. *Motion to go into Executive Session to discuss theft on the Lilly B. pursuant to 1 M.R.S.A. § 405(6)(D)*

1. *Mandy Meyer - Yes*
2. *Ali Bushman - Yes*
3. *Craig Allard - Yes*
4. *Bob Canu - Yes*
5. *Chris Zook - Yes*

B. *Vote to enter into executive session was approved via roll call vote at 12:22pm*

C. *Executive session ended and recording resumed at 12:36pm*

XII. Adjourn

(VII.) Correspondence of Note

- 5/15/24 - email Sue Spalding Maps of lots labeled with owner in BIVC office
- 5/15/24 - email Randall Thomas third round of Fire Grant?
- 5/16/24 - email Ken and Kent Nelson Chipping Day dates
- 5/17/24 - Email from CEO Barbara Skelton/Ben MacDonald re Biberstein Cottage “substantial completion” to Planning Board, ZBA and Overseers
- 5/19/24 - emails David Garfield re new BIVC.net website suggestions
- 5/28/24 - email Jason Sweatt to Planning Board re new email addresses completed
- 5/28/24 - email Warren Maker ebike registration
- 6/9/24 - email Pam Canu for Library Committee re alcohol served at book club event request
- 6/9/24 - email Phil Taisey invoice Steamer Dock Road erosion invoice
- 6/12/24 - email Painter Soule via BAC re change of address Lilly B Certificate of Documentation

(VIII.) Running Action Items

- J. Woods maps - Ali
- Brush Pick Up Service Reenacted, Large Trash Pickup 2024
- Gasoline Storage/Transport
- Post Office Underpinnings/Drainage – Craig

Bustins Island Village Corporation

-Possible New Island Vehicles

-Superintendent Truck / Gator – Phil

-Lawn Mower

-Fire Truck - Ken

-Solar Upgrades on BIVC Buildings – Mandy

-Set up Meeting/Visit with Squirrel Island / Debbie Kerr – Mandy

debbykerr1@gmail.com (617) 835-7969

2024 Proposed Annual Meeting Items

Sponsor

2024 Schedule for Board of Overseers:

Saturday, July 6, 2024	10:00AM	Bustins Island, ME
*Saturday, July 20, 2024	10:00AM	Bustins Island, ME
Saturday, August 3, 2024	Annual Meeting	Community House
**Sunday, August 4, 2024	10:00AM	Bustins Island, ME
Saturday, September 14, 2024	10:00AM	Bustins Island, ME

*Meeting held for Annual Meeting Prep If needed

**Post Annual Meeting Recap

- On island meetings may be held at either the Community House, Brewers Cottage or School House